Quakers Hill East Public School P&C Association

Minutes of Meeting held on Tuesday 18th February 2014

Present: Joanne Fickel, Janelle Clissold, Caryn Olson, Gavin Glenn, Christine Black, Linda Glenn, Karren Parsons, Colin Ross, Tracy Byers, Jimmy Deguara, Subo Gowrinishan, Usha Vishram, Paula Buckle, Umayal Sivanandan, Xuefeng Wang, Ranveer Barnalia

Apologies: Trina Lea, Cheryl Gudden

Meeting commenced: 7:35pm

Chairperson: Gavin Glenn

Minutes of previous meeting:

- Accepted by Karren Parsons and seconded by Linda Glenn

Business arising from previous meeting:

- Group photos. These are usually done by professional photographers in term 4. The school wishes to trial a new system where the school takes the photos and has them printed at a reduced cost. Trial to be held in term 2 with the option to continue as normal in term 4 if it does not work out.

- Working with children identity check. Colin Ross still investigating the 100 point identity check and whether it is necessary for school volunteers. Until further notice the school is continuing with the old declaration forms until further clarification.

- Class dojo. A survey completed of parents reported that a high percentage of parents at the school understood how their child’s positive behaviour was recorded within the classroom. All teachers have been instructed to explain how they do this at the meet the teacher night next week.

- Newsletter. No changes to be made at this stage.

Correspondence:


Treasurer's report: (As January 31, 2014).
- Balance of General Account $ 43,978.18
- Balance of Uniform Account $ 20,627.42
- Total cash available as of $ 64,605.60

- Accepted by Linda Glenn and seconded by Joanne Fickel

Uniform report:

- Very busy start to the year.
- Coordinators and volunteers put in a request to purchase a ladder to safely reach stock. This was approved by the members present.
- A return policy is to be written and put to the P&C for approval to be displayed to the school population.
- Investigation into the possibility of the uniform shop going cashless. There is a lot of behind the scenes work involved and too many opportunities for things to go wrong with cash. Joanne has researched a program called Flexischools (online ordering system). Joanne to organise a subcommittee meeting with a representative to find out more. Joanne to visit other schools currently using this system.

Principals report:

QUAKERS HILL EAST PUBLIC SCHOOL
P&C PRINCIPAL’S REPORT- 18 February 2014

Firstly I would like to welcome back members from last year and extend a very warm welcome to new parents.

NEWS/highlights

- The year has started smoothly with student numbers growing to 645 (as of today). We have sufficient numbers to form an extra class, and the building has been sited, fence erected and we are awaiting installation of piers. 1B will be housed in this room as soon as it is approved for use.
  - All the classes and programs have started very positively.
  - Our main areas for development this year centre around the new English syllabus, the teaching of Reading, particularly comprehension, preparing for the implementation of the new Maths and Science and Technology syllabuses for next year.
- Staff development day- on the first day of the year for teachers we reviewed the code of conduct for teachers, our Positive Behaviour for Learning approach, WHS issues including a classroom audit, introduced our English professional learning module called Focus on Reading, partially completed a Child protection update and reviewed the students with individual medical plans.
- On the last two days SDD of 2013 we covered CPR training, anaphylaxis update, planning for 2014 and a muscular dystrophy information session.
Staffing news:
  - There have been a number of changes and additions to staff:
    - Mr David England will be relieving in an Assistant Principal’s position for Term 1 and his position will be covered by Mrs Sandra Leech.
    - We welcome back from maternity leave Ms Peita Rothery, Mrs Tabitha Weinert and Ms Kristy Quinn.
    - We welcome Mr Bradley Warner who has been appointed permanently. Also welcome to Mrs Barbara Partington, Mrs Jenelle Rubino, Mrs Kirsty McLaughlin, Ms Eleanor Ridder, Mrs Reidun Kulmar and Miss Behnaz Rezaei who are all covering for permanent teachers on leave.
    - Mrs Aimee Bandiera was successful in gaining a permanent position at QHEPS by merit selection at the end of last year. Congratulations to Mrs Bandiera we know she will be a valuable member of the school team.
    - Also, the process for filling the Principal’s position has commenced, Mr Rick Seretis, Director Nirimba is leading this process.

- The tears and tissues morning went very well. Thank you for your support.
- Kinder working bee was a great success with many mum’s coming along to set up resources for Kindergarten.
- Our Primary swimming carnival was held at Riverstone Swimming Pool on Thursday 13 February. The students participated very well and the carnival was won by Harvey House. Our students were complimented by the staff of Riverstone Pool for their conduct. The day was organised by Mrs Lynda Talintyre and Mrs Julie-Anne Gauci.
- This morning Mrs Fiona Bennett and Mrs Lynne Smith ran an information and training session for interested parents to assist in the classrooms. We had a great attendance of 32 parents.
- Special religious education (SRE). SRE for Protestant, Buddhist, Catholic, and Islam. Will commence next week. Hindu will commence next term.
- PBL update- student behaviour has been at a very good level with minimal interventions required.
- During the holidays improved interactive whiteboards were installed in the classroom demountables 5 and 6. One of these units has also been ordered for the new classroom.
  - We also had the external skylights replaced on the original school buildings.
- Other items
  - Money collection procedures- we have changed our money collection procedures. We hope that this will increase classroom teaching and learning time and reduce administrative time.

Upcoming dates
- 21 Feb PSSA commences
- 24 Feb Stage 3 Graffiti education program
- 25 Feb Meet the teacher evening
- 26 Feb Zone swimming
- 7 Mar PSSA
- 11 Mar NRMA Road Safety Day
- 18 Mar Longneck Leadership Day, P&C meeting 7:30pm

Colin Ross

NB – question raised regarding diving in at the swimming carnival. Do they have to? Can they start in the water. At this stage it was left with if they do, they will not be able to progress through to the representative carnivals.
Fundraising:

- **Mother’s Day Stall**: Usha Vishram to organise this. Other members to pass on information and templates for her to use.
- **Entertainment Books**: Cost is $65, bigger region book with a digital application available. Alice to organise with Karren and Caryn’s assistance. Discussion tabled for a later meeting to decide on a specific target or item to advertise that we are trying to raise money for with the intention of increasing our profits.
- **Specific fundraising targets**: Automated watering system, Technology (iPads), Playground equipment, Mathletics
- **Fun Day/Fete**: Suggest a post on Facebook to see if there is anyone interested or keen to organise this and go from there.
- **Disco out of hours**: Colin Ross to investigate and get back to us.
- **Movie night**: Explore costing to see if it might be a viable fundraiser if we price it accordingly.
- **Bunnings BBQ**: Positive response to explore this as an option this year.

Other Business:

- **Interrelate**: Is this booked for this year? School confirmed it has been booked for the 7th August. Closer to the date, P&C volunteers will be required on the night.
- **Traffic concerns**: M. Curtis has drafted a letter to go home to parents regarding the traffic issues around the school. General consensus was that it was too long and detailed. Gavin and Colin to look at it and modify it in preparation for handing out to parents.
- **Roslyn Morrell**: Roslyn Morrell has previously been the P&C representative for the P&C federation. Gavin Glenn has volunteered to take over this role.
- **Stickers for teaching staff**: Approval granted for the P&C to provide funds for teachers to buy merit stickers for their class. $30 for full time staff and $15 for part time staff.
- **Blazers**: In relation to the request from the debating team the P&C will assist them in purchasing Blazers for use in representing the school. Chris Black to draft a reply letter and forward it to Gavin to deliver to the school.

Meeting Closed: 9.00pm  
Minute taker: Christine Black

Next meeting: Tuesday 18th March, 2014, at 7:30pm.